

Job Announcement

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Opening Date:	September 4, 2014	Closing Date:	Open Until Filled
Job Title:	Spanish Court Interpreter	Position Type:	Regular Full Time
PIN:	089076, 089077, 089078, 089079, 089080	FLSA Status:	Non-Exempt
Location:	Circuit Court for Montgomery County Rockville, Maryland	Grade/Entry Salary:	\$68,307
Financial Disclosure:	No		(Depending on Qualifications)

Essential functions: This position serves as a Spanish Language Court Interpreter inside and outside of the courtroom for services to include court-ordered mediation, plea negotiations, trustee, examiner, and special masters hearings, court assigned counsel, home visitations, parenting classes, and courtroom interpretation for interested parties as deemed necessary by a presiding judge. The Spanish Court Interpreter must have the capability to interpret in court hearings, conversations, meetings or conferences with fluency and accuracy and sight translate documents varying in levels of difficulty and legal terminology. The incumbent must be familiar with and be able to utilize interpreter equipment provided by the court for simultaneous interpretation and will assist the court interpreter coordinator as requested.

Education: High school diploma or GED.
Experience: One year of experience providing court interpreting services.
Preferred: Bachelor's degree from an accredited college or university.
Required Certifications: Maryland State (or equivalent) or Federal Certification as a Spanish Court Interpreter.

Skills/Abilities: Native or near native knowledge of English and Spanish to provide interpretation with correct grammar, idioms, and pronunciation. Knowledge of legal terminology and the legal process. Knowledge of the Maryland Judicial system. Knowledge and compliance with the Code of Professional Conduct for Court Interpreters. Ability to interpret in simultaneous and consecutive modes. Ability to team interpret effectively. Ability to walk to and from courtrooms, sit and stand for long periods of time while interpreting. Ability to perform all essential functions of the position.

Please submit a Maryland Judiciary employment application (unsigned applications will not be accepted) stating position title, location and PIN number. Materials must be received at the address below by 4:30 p.m. on the closing date. The Human Resources Department will not be responsible for materials sent to any other address.

Maryland Judiciary
 Human Resources Department
 580 Taylor Avenue, Bldg A-1
 Annapolis, MD 21401
 Email: jobs@mdcourts.gov (Zip files not accepted)

The Maryland Judiciary is a drug free workplace and an equal opportunity employer, committed to diversity in the workplace. We do not discriminate on the basis of race, religion, color, sex, age, sexual orientation, national origin or disability. Applicants who need accommodation for an interview should request this in advance. The selected candidate will be subject to a background check and must submit a completed Maryland Judiciary employment application. Employees must be a United States citizens or eligible to work in the United States.